

2014 Health Equity and Cultural Competency Mini-Grant Application Instructions

Once again the Office of Minority Health & Health Equity is pleased to inform you of an initiative to support VDH's local health districts in providing culturally focused and diversity related activities that promote equity for all Virginians. This year, a total of **\$20,000** in funding is available to districts in the form of mini-grants, with a maximum award of **\$3,000**.

Health districts are able to use these funds in a variety of ways. Past mini-grant recipients have used the funding for: **implementation of cultural or diversity programs, conducting cultural/diversity community needs assessment, individual or group training (to include course registration fees; guest speaker fees) contracting with medical interpreter professionals, language line repayment.** If your district has other creative ideas, related to cultural competency, please consult with Marilyn Breslow, CLAS Specialist for approval. Please **click here** to view a summary of the 2013-2014 mini-grant funded activities awarded to 15 health districts last year.

Please note: these funds cannot be used to supplant the interpreting services of a full-time classified or part-time wage employee.

In order to continue streamlining our process in awarding the funding; the Health Districts will have until COB on Friday **September 12, 2014** to submit an application to request CLAS funding. All health districts will be notified of the award decision by **September 22, 2014**. Those approved for funding will be sent an email detailing next steps and reporting requirements.

Please use the following Application Process when requesting funding:

Application process:

Please include the following information with your submission:

- Name of district and primary contact person
- Contact information, email, phone
- Amount of funding requested
- Brief description of activity
- Proposed date of activity
- # of people potentially impacted
- Submit your cultural activity request via email to Marilyn Breslow, marilyn.breslow@vdh.virginia.gov.

Grantee recipients will be expected to:

- Document the initiative, "Telling the Story", via pictures, quotes, summaries, etc.
- Provide a mid-year report documenting activity progress by February 13, 2015.
- Provide a final written Summary Report documenting impact of the activity. (Report must be submitted to OMHHE by June 15, 2015 – required details include: dates, information on participants, and impact on staff and service recipients, photos and stories.)
- Provide expenditure reports with copies of invoices within 30 days of purchase to Marilyn Breslow, CLAS Specialist – contact info below:

For more information contact:

Marilyn Breslow, CLAS Specialist

Division of Multicultural Health & Community Engagement

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